



# STATE OF IOWA

CHESTER J. CULVER, GOVERNOR  
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF EDUCATION  
JUDY A. JEFFREY, DIRECTOR

DATE: February 16, 2009

TO: Child and Adult Care Food Program (CACFP) Center-based Institutions

FROM: Robin Searles, Consultant  
Bureau of Nutrition Programs and School Transportation

SUBJECT: 2009 CACFP Spring Short Course

Please find enclosed registration information about the 2009 CACFP Spring Short Course to be held April 22-23, 2009, in the Jesse Parker Building on the Capitol Complex in Des Moines. We will present the same course content, plus an additional workshop during the Summer Short Course on July 8-10, 2009 at the same location. The spring workshops are offered to provide an opportunity to allow organizations to send staff who otherwise may not be able to attend in the summer.

In each workshop (April and July), day one is designed for staff who plan menus, and purchase/prepare food; the topic is using the Food Buying Guide. (Please bring your Food Buying Guide, if you have one, and a calculator.) The second day is planned to help you prepare nutritious meals on a budget (see enclosed draft agenda). A third workshop on food safety and sanitation will be offered in July only. Separate registration materials will be mailed for the July workshop.

Due to the difficult economic times, we are holding all the workshops in a State office building so we can offer a special rate of \$30 per participant per day. This covers the cost of lunch. We are working with local businesses to donate food and/or milk for breaks. Water will be provided throughout the day, but we ask that you bring your own beverages if you desire something different.

Des Moines has a number of hotels and motels. Suggested accommodations are attached. On the back of the last page is a map to assist you with parking.

The number of participants is limited to 75 per day, so register early to reserve your place. The registration must be postmarked by April 15, 2009. Contact Robin Searles at (515) 281-3484 if you have questions about the agenda for the 2009 CACFP Spring Short Course. Contact Janelle Loney at (515) 281-5356 if you have questions about registration for the 2009 Spring CACFP Short Course.

We look forward to seeing you in April at the 2009 CACFP Spring Short Course!

Enclosures: 2009 CACFP Spring Short Course preliminary agenda  
2009 CACFP Spring Short Course registration form  
Des Moines area hotels and parking map

Grimes State Office Building - Des Moines, Iowa 50319-0146

PHONE (515) 281-5294 FAX (515) 242-5988

[www.iowa.gov/educate](http://www.iowa.gov/educate)

*Helping Communities Meet the Learning Needs of All Their Children and Adults*

**CACFP Workshop Draft Agenda  
Feeding Kids Well for Less  
April 23, 2009**

**Jesse Parker, Grant Room  
510 E. 12<sup>th</sup> St  
Des Moines 50319**

Registration 8:00-8:30



Introduction, Team Nutrition, objectives 8:30-9:00

Patti Delger



Whole Grains

9:00-9:45

Keerti Patel



Cool Beans!

9:45-10:25

Robin Searles



Stretch Break

10:25-10:35

Patti Delger



Cost Saving Concepts

10:35-11:15

Staff



Lunch

11:15-12:00



Master Mixes and Casseroles

12:00-1:00

Jaci Yetmar



Recipe Standardization

1:00-1:45

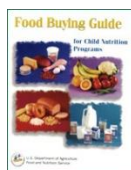
Jan Steffen



Stretch Break

1:45-1:55

Jaci Yetmar



Food Production Records

1:55-3:15

Suzanne Secor Parker



MyPyramid for Preschoolers  
Wrap Up and Evaluations

3:15-3:30

Patti Delger

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Introduction, Team Nutrition, objectives 8:30-9:00 Patti Delger



Whole Grains 9:00-9:45 Keerti Patel



Cool Beans! 9:45-10:25 Robin Searles



Stretch Break 10:25-10:35 Patti Delger



Cost Saving Concepts 10:35-11:1 Staff



Lunch 11:15-12:00



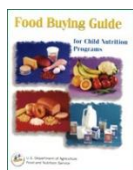
Master Mixes and Casseroles 12:00-1:00 Jaci Yetmar



Recipe Standardization 1:00-1:45 Jan Steffen



Stretch Break 1:45-1:55 Jaci Yetmar



Food Production Records 1:55-3:15 Suzanne Secor Parker



MyPyramid for Preschoolers  
Wrap Up and Evaluations 3:15-3:30 Patti Delger

# CACFP Spring Short Course

**April 22-23, 2009**

Jesse Parker Building-Grant Room, 510 E. 12<sup>th</sup> St., Des Moines, IA 50319

*Only one registration per form – please duplicate for additional registrants*

**Registration Information:**\* ☐ Mr. ☐ Ms. ☐ Mrs. ☐ Female ☐ Male

First Name (as it will appear on your name badge)

Middle Initial

Last Name

Organization

Title

Email

Day Phone

Home Mailing Address Line 1

Evening Phone

Home Mailing Address Line 2

Fax Number

City

State

Zip Code

Iowa County

## Conference Registration

- ☐ April 22 – Food Buying Guide
- ☐ April 23 – Feeding Children Well for Less
- ☐ One Day \$30 ☐ Two Days \$60
- ☐ Vegetarian Meal
- ☐ I have special dietary needs and/or need accommodations for a disability

Please specify: \_\_\_\_\_

## IT'S EASY TO REGISTER!

### Mail—

Janelle Loney  
Nutrition, Health and Transportation Services  
Grimes State Office Building  
400 E 14<sup>th</sup> St  
Des Moines, IA 50319  
(515)281-5356

### Fax—

(515)281-6548

### Email—

Janelle.Loney@iowa.gov

## Method of Payment

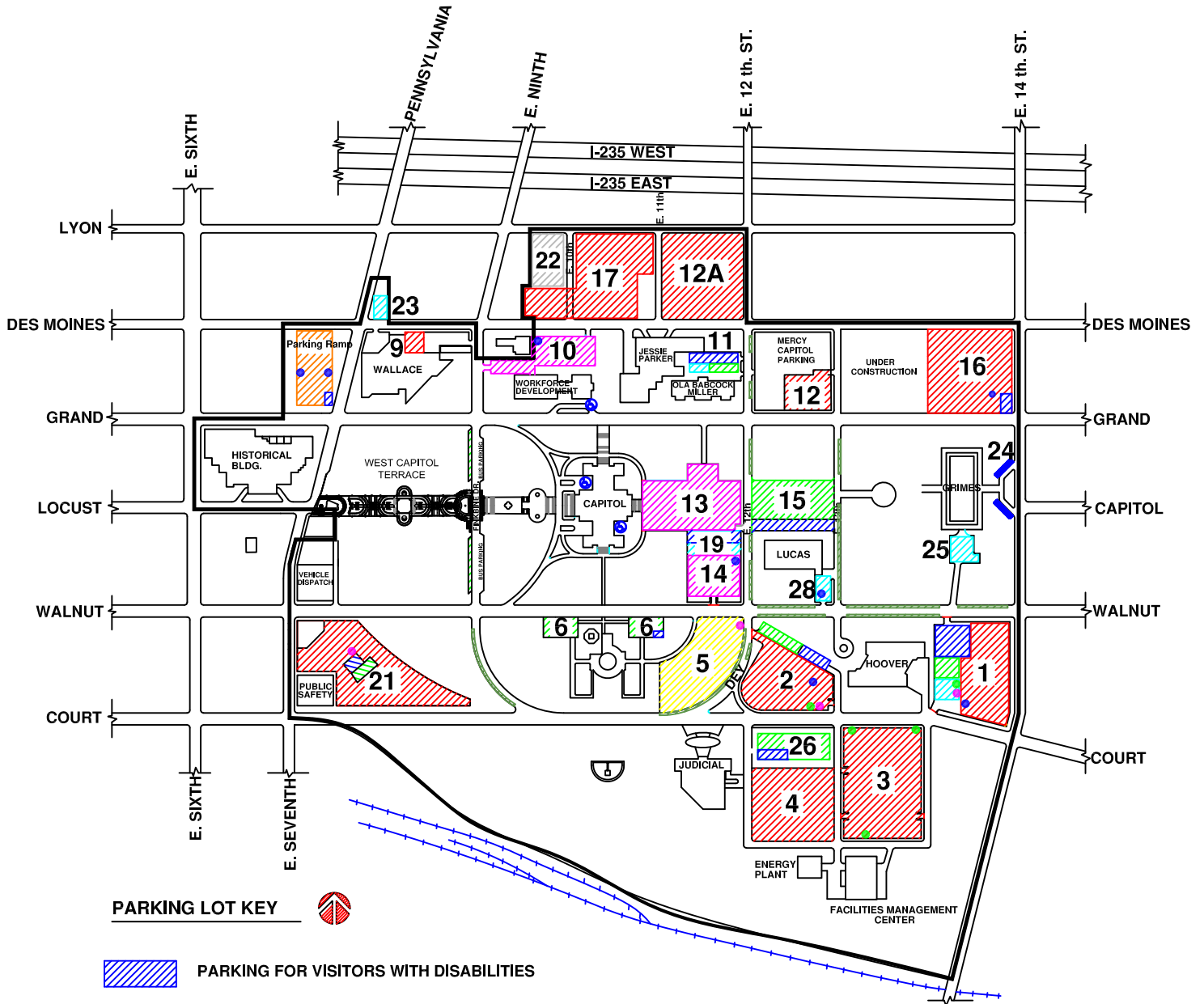
- ☐ **Check – Payable to Iowa Department of Education (CACFP)**

**Registration deadline postmarked by April 15, 2009.** If you cannot attend, you may send a substitute – please let us know in advance who will be substituting. If you cancel your registration before April 17, 2009, your registration fee will be refunded. Please contact Janelle Loney at (515)281-5356 if you have questions or a change in plans.

\*The Iowa Department of Education requests this information to preregister you in a conference. No one outside the Department, with the exception of organizers and participants in this conference, is routinely provided this information. If you fail to provide the required information, we cannot promise accurate registration. (Reference: Iowa Code, Chapter 22.11; Iowa Fair Information Practices Act)

## Office Use Only

# IOWA CAPITOL COMPLEX



ADDITIONAL ACCESSIBLE PARKING IS ALSO LOCATED IN EMPLOYEE AND VISITOR LOTS.  
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## Des Moines Area Accommodations

The hotels/motels/B&Bs listed below have signed a rate agreement with the State of Iowa. When inquiring if the hotel/motel/B&B honors governmental rates, please make sure to specify state governmental rates. The last column shows if the hotel/motel/B&B extends their rate agreement to Political Subdivisions. Political Subdivisions are defined to mean county government, city government, school district, or a combination thereof. This **may or may not apply** to child care institutions attending a state workshop (inquire when you register).

### CODES FOR AMENITIES

A=AIRPORT SHUTTLE	E=EXERCISE	J=COFFEE MAKER IN ROOM	P=INDOOR POOL	VP=VALET PARKING
B=COMPLIMENTARY CONTINENTAL BREAKFAST	ER=ELECTRONIC ROOM KEY	K=FREE PARKING	PC=PC/PRINTER AVAILABLE	W=WHIRLPOOL
BB=COMPLIMENTARY BREAKFAST BUFFET	F=FAX MACHINE AVAILABLE	L=FREE LOCAL PHONE CALLS	R=RESTAURANT/COFFEE SHOP	WL=WIRELESS INTERNET/IN LOBBY
C=COMPLIMENTARY COFFEE	FB=COMPLIMENTARY FULL BREAKFAST	LR=LAUNDRY ROOM	RS=ROOM SERVICE AVAILABLE	WR=WIRELESS INTERNET/IN ROOM
CP=CHARGED PARKING	G=RESTAURANT (NEARBY)	M=MODEM CONNECTION AVAILABLE	S=SAUNA	X=EXPRESS CHECK IN/OUT
CS=COPYING SERVICE	H=HANDICAP ACCESSIBLE	N=NON-SMOKING ROOMS	T=COMPLIMENTARY NEWSPAPER	18=18 WHEELER PARKING
D=HAIR DRYER AVAILABLE	I=IRON & IRONING BOARD	O=OUTDOOR POOL	U=EXERCISE ROOM (NEARBY)	24=24-HOUR SECURITY

City	Name	Street Address	Zip	Telephone #	Fax #	Single	Double	# of	Cr	Rst	Codes of	Room	Personal Travel	Political Subdivisions
						State Rate	State Rate	Rms	Card	Near	Amenities	Availability	(Y/N)	(Y/N)
ALTOONA	Heartland Inn	300 34th Ave NW	50009	(515) 967-2400	(515) 967-0150	\$50.00	\$60.00	86	Y	Y	N,B,K,18,C,M,F,L,ER,PC, G,P,W,J,D,I,CS,H,WL,WR,100% Smoke Free	Limited to 90% based on availability	N	N rate does not apply to state Universities or Regents Divisions
ANKENY	Heartland Inn	201 SE Delaware Ave	50021	(515) 964-8202	(515) 964-7757	\$50.00	\$60.00	58	Y	Y	N,B,K,C,M,F,L,ER,PC, G,P,J,D,I,CS,LR,H,WL,WR,100% Smoke Free	Limited to 90% based on availability	N	N rate does not apply to state Universities or Regents Divisions
ANKENY	Super 8	206 SE Delaware Ave	50021	(515) 964-4503	(515) 964-4503	\$50.00	\$50.00	52	Y	Y	N,B,K,18,C,ER, G,P,W,E,J,D,I,CS,H,WL,WR	100% or last rm availability	Y	Y
CLIVE	Best Western Des Moines West	1450 NW 118th St	50325	(515) 221-2345	(515) 440-2790	\$50.00	\$60.00	62	Y	Y	N,B,BB,K,C,T,M,F,L,ER,PC, G,P,W,S,E,U,J,D,I,RS,X,CS,24,H,WL,WR	100% or last rm availability	Y	Y

City	Name	Street Address	Zip	Telephone #	Fax #	Single	Double	# of	Cr	Rst	Codes of	Room	Personal Travel	Political Subdivisions
						<b>State Rate</b>	<b>State Rate</b>	Rms	Card	Near	Amenities	Availability	(Y/N)	(Y/N)
CLIVE	Ramada Inn	1600 NW 114th St	50325	(515) 226-1600	(515) 226-9022	\$48.00	\$57.00	135	Y	Y	N,B,K,18,C,M,F,L,ER,PC, G,O,J,D,I,RS,X,CS,24,LR,H,WL,WR	100% or last rm availability	Y	Y
DES MOINES	Bavarian Inn	5220 NE 14th St	50313	(515) 265-5611	(515) 265-1669	\$48.99	\$48.99	100	Y	Y	N,B,K,18,C,F,L,ER,PC, G,R,P,W,E,U,J,D,I,X,CS,LR,H,WL,WR	100% or last rm availability	Y	Y
DES MOINES	Best Western	1810 Army Post Rd	50315	(515) 287-6464	(515) 287-5818	\$50.00	\$50.00	140	Y	Y	N,BB,K,A,C,T,F,L,ER,PC, G,R,P,W,E,U,J,D,I,RS,X,CS,24,LR,H,WL,WR	Limited to 50% based on availability	Y	Y
DES MOINES	Days Inn	4845 Merle Hay Rd	50322	(515) 278-5511	(515) 278-5511	\$49.99	\$59.99	78	Y	Y	N,B,K,C,T,F,L,ER, G,P,W,J,D,I,X,CS,LR,H,WL,WR		N	
DES MOINES	Heartland Inn-Airport	1901 Hackley Ave	50315	(515) 256-0603	(515) 256-0418	\$50.00	\$60.00	133	Y	Y	N,B,K,18,A,C,M,F,L,ER,PC, G,P,E,J,D,I,CS,H,WL,WR,100% Smoke Free	Limited to 90% based on availability	N	N rate does not apply to state Universities or Regents Divisions
DES MOINES	Heartland Inn-West	11414 Forest Ave	50325	(515) 226-0414	(515) 226-9769	\$50.00	\$60.00	85	Y	Y	N,B,K,C,M,F,L,ER,PC, G,W,S,J,D,I,CS,LR,H,WL,WR,100% Smoke Free	Limited to 90% based on availability	N	N rate does not apply to state Universities or Regents Divisions
DES MOINES	Holiday Inn-Downtown	1050 6th Ave	50314	(515) 283-0151	(515) 283-0151	\$54.00	\$54.00	251	Y	Y	N,K,A,T,F,ER, G,R,P,E,J,D,I,RS,X,CS,H,WL,WR	Limited to 50% based on availability	N	N
DES MOINES	Holiday Inn - Northwest	4800 Merle Hay Rd	50322	(515) 278-4755	(515) 278-2846	\$55.00	\$95.00	198	Y	Y	N,K,18,A,C,T,M,F,L,ER,PC, G,R,P,W,E,J,D,I,RS,X,CS,LR,H,WL,WR	Limited to 30% based on availability	Y	Y
DES MOINES	Quality Inn & Suites Event Ctr	929 3rd St	50309	(515) 282-5251	(515) 282-6871	\$50.00	\$60.00	155	Y	Y	N,B,FB,K,A,C,T,M,F,L,ER, G,R,P,E,U,J,D,I,RS,CS,H,WL,WR	100% or last rm availability	N	N
DES MOINES	Ramada Northwest	5000 Merle Hay Rd	50322	(515) 278-0271	(515) 276-8172	\$50.00	\$50.00	145	Y	Y	N,K,T,M,F,L,ER, G,E,U,J,D,I,CS,H,WL,WR	20 Limited to 80% Based on availability	N	N
URBANDALE	Extended Stay	3940 114th St	50322	(515) 276-1929	(515) 276-1565	\$50.00	\$60.00		y	y	N,K,C,M,F,L,ER, G,U,J,I,CS,LR,H,WR	100% or last rm availability	Y	Y
URBANDALE	Microtel Inn & Suites	8711 Plum Dr	50322	(515) 727-5424	(515) 727-5425	\$50.00	\$50.00	76	y	y	N,B,K,C,L,ER,G,E,J,I,H,WR	100% or last rm availability	N	Y
URBANDALE	Motel Relax	7625 Hickman Rd	50322	(515) 276-5401	(515) 275-4569	\$45.00	\$50.00	61	Y	Y	N,K,18,M,L,ER,G,R,X,24,LR,H,WL,WR	5 Limited to % Based on Availability	N	

City	Name	Street Address	Zip	Telephone #	Fax #	Single	Double	# of	Cr	Rst	Codes of	Room	Personal Travel	Political Subdivisions
						<b>State Rate</b>	<b>State Rate</b>	Rms	Card	Near	Amenities	Availability	(Y/N)	(Y/N)
URBANDALE	Sleep In @ Living History Farms	11211 Hickman Rd	50322	(515) 270-2424	(515) 270-9114	\$50.00	\$60.00	112	Y	Y	N,B,K,18,C,T,M,F,L,ER,PC,>BR>G,P,W,U,J,D,I,CS,LR,H,WL,WR	Limited to 80% Based on Availability	N	Y
WEST DES MOINES	Studio Plus	2701 Westown Pkwy	50266	(515) 327-9100	(515) 327-9200	\$50.00	\$60.00		Y	Y	N,K,C,M,F,L,ER,G,O,E,J,I,CS,LR,H,WR	100% or last rm availability	Y	Y
WEST DES MOINES	Valley West Inn	3535 Westown Pkwy	50266	(515) 225-2524	(515) 222-1853	\$49.00	\$54.00	132	Y	Y	N,B,K,18,A,C,M,F,L,ER,PC,G,R,P,W,E,U,J,D,I,RS,CS,LR,H,WL,WR	Limited to 80% Based on availability	Y	Y
WEST DES MOINES	Walnut Creek Inn	1258 8th St	50265	(515) 223-1212	(515) 223-1235	\$50.00	\$50.00	69	Y	Y	N,B,K,18,C,F,L,ER,G,P,W,U,J,D,I,CS,H,WL,WR	100% or last rm availability	N	Y

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